Form 10

(Regulation 11)

(In typescript and completed in duplicate)



**THE PATENTS AND COMPANIES REGISTRATION AGENCY**

**The Companies Act, 2017**

**(Act No. 10 of 2017)**

**\_\_\_\_\_\_\_\_\_\_\_\_**

**The Companies (Prescribed Forms) Regulations, 2018**

***(Section 82 and 100)***

***Available at*** [***www.pacra.org.zm***](http://www.pacra.org.zm)

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| --- |
| **NOTICE OF CHANGE OF DIRECTORS OR SECRETARY AND PARTICULARS** |
| **PART A****COMPANY DETAILS** |
|  | Company Number*Indicate the 12 digit registration number* |  |  |
|  | Company Name*Indicate the name as captured on the certificate of incorporation* |  |  |
| **PART B****CHANGE OF DIRECTOR**  |
| **PARTICULARS OF DIRECTOR** |  |
|  | First Name |  |  |
| Surname |  |
| Gender |  |
| Date of Birth |  |
| Nationality |  |  |
| Identity TypeFor Zambians: *NRC* For non-Zambians: *NRC/Passport/ Driver’s Licence/Resident Permit* |  |  |
| Identity Number |  |
| Phone Number*Include the international code (e.g. +260 for Zambia)* | *Mobile* |  |
| *Landline* |  |
| Email Address |  |  |
| Physical Address | *Plot/House/ Village* |  |  |
| *Street* |  |
| *Area* |  |
| *Town* |  |
| *Province* |  |
| *Country* |  |
|  | Reason for change *Select reason for change by marking with “X”* | Appointed |  |  |
| Resigned |  |
| Removed |  |
| Retired |  |
| Deceased |  |
| Other: *(Specify)*  |  |
|  | Date of change |  |  |
|  | DECLARATION OF CONSENT TO BE APPOINTED DIRECTORI, whose names and particulars appear below, consent to be appointed as director. Signature: Date: |
| *Continue with Part B to add more changes in directors* |
| **PART C****CHANGE IN COMPANY SECRETARY**  |
| **SECRETARY** |  |
|  | First Name |  |  |
| Surname |  |
| Gender |  |
| Date of Birth |  |
| Nationality |  |  |
| Identity TypeFor Zambians: *NRC* For non-Zambians: *NRC/Passport/ Driver’s Licence/Resident Permit* |  |  |
| Identity Number |  |
| Name of Body Corporate *Where applicant is a Body Corporate* |  |  |
| Nature of Body Corporate*Where applicant is a Body Corporate, indicate whether applicant is a Company, Co-operative, Trust, Society, Etc.* |  |
| Registration Number, Date and Country of Incorporation of Body Corporate*Where applicant is a Body Corporate* |  |  |
| Phone Number | *Mobile* |  |  |
| *Landline* |  |
| Email Address |  |  |
| Physical Address | *Plot/House/ Village* |  |  |
| *Street* |  |
| *Area* |  |
| *Town* |  |
| *Province* |  |
| *Country* |  |
|  | Reason for change *Select reason for change by marking with “X”* | Appointed |  |  |
| Resigned |  |
| Removed |  |
| Retired |  |
| Deceased |  |
| Other: *(Specify)*  |  |
|  | Date of change |  |  |  |
|  | DECLARATION OF CONSENT TO BE APPOINTED SECRETARYI, whose names and particulars appear below, consent to be appointed as secretary and declare that I have not been disqualified by this Act: Signature: Date: |
| *Continue with Part C to add more changes in secretary* |
| **PART D****CHANGES IN PARTICULARS OF DIRECTORS AND SECRETARIES** |
|  | Nature of Change |  | ***Give details of the change in Directors or Company Secretary*** |
| **PART E****DECLARATION** |
|  | I, the undersigned, being a witness, confirm that each person appointed as director or secretary has consented to act in that capacity.Identity Number:First Name:Surname:

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Capacity: | Director |  | Secretary |  |

Signature: Date: |
| **PART F****PARTICULARS OF PERSON LODGING NOTICE** |
|  | First Name |  |  |
|  | Surname |  |
|  | Gender |  |
|  | Date of Birth |  |
|  | Nationality |  |  |
|  | Identity TypeFor Zambians: *NRC* For non-Zambians: *NRC/Passport/ Driver’s Licence/Resident Permit* |  |  |
|  | Identity Number |  |
|  | Phone Number | *Mobile* |  |
| *Landline* |  |
|  | Email Address |  |  |
|  | Physical Address | *Plot/House/ Village* |  |  |
| *Street* |  |
| *Area* |  |
| *Town* |  |
| *Province* |  |
| *Country* |  |
|  | Signature: Date: |